

B.A. Bulletin

September 2001

Important Health Benefits News for Benefits Administrators

Upcoming Events

SEPT

Sept. 18 ~ Statewide retiree health benefits meetings begin in Roanoke
Sept. 30 ~ Flexible Benefits Sourcebook and Fall Spotlight printed

OCT

Oct. 5 ~ Flexible Benefits Sourcebook and Fall Open Enrollment materials sent to Benefits Administrators
Oct. 12 ~ Final retiree health benefits meeting held in Richmond
Oct. 18 ~ Fall Spotlight mailed to active employees

NOV

Nov. 1 - Dec. 1 ~ Annual Enrollment for Flexible Reimbursement Accounts
Nov. 15 ~ Medicare retiree rate notification mailed
Nov. 28 - 30 ~ Human Resource Conference, Virginia Beach

Frequently Asked Questions Now On The Web!

If your agency's employees have questions about their health benefits, refer them to Frequently Asked Questions on the Department of Human Resource Management's Web site for some answers!

The FAQs are divided into two sections: Eligibility for the State Health Benefits Program and Key Advantage and Cost Alliance benefits. Questions and answers on eligibility include what dependents are eligible or not eligible, changing plans or membership and adding certain categories of dependents. The FAQs about Key Advantage and Cost Alliance cover such areas as obtaining referrals after hours and on weekends, pre-authorization, drug prior authorization and differences in Key Advantage and Cost Alliance benefits.

Check it out! Visit the FAQs at www.dhrm.state.va.us/hbenefit.htm under the Active Employees tab.

Effective Dates For New Hires

Remember the rules on effective dates for new employees. Coverage is effective the first of the month after notice is received. However, if an employee begins work on the first working day of the month, and submits notice on that day, coverage is effective the first of the month the employee was hired.

Employee Assistance Programs Available

During our nation's current crisis, the Commonwealth's Employee Assistance Programs are available for employees if needed. Telephone numbers may be found in individual plan information or on the DHRM Web site under Active Employees, Employee Assistance Program.



A Reminder About Premium Conversion

Employees now select their tax options for paying premiums (pre-tax or after tax) during the Spring Open Enrollment, not during Fall Annual Enrollment. The option selected is binding and remains in effect until changes are made during a subsequent Open Enrollment. Employees may not reduce membership or waive coverage until the next Open Enrollment or unless they experience a qualifying mid-year event and make a change consistent with that event.

Retiree Meetings Held Through Mid-October

See the Retiree Meeting Schedule recently sent to you or visit the DHRM Web site at www.dhrm.state.va.us for specific dates, locations and times.

Roanoke	September 18
Blacksburg	September 19
Richlands	September 20
Big Stone Gap	September 20
Williamsburg	September 21
Lynchburg	September 25
Alberta	September 26
Norfolk	September 28
Richmond	October 1
Petersburg	October 3
Manassas	October 4
Harrisonburg	October 9
Richmond	October 12